

**IN THE MUNICIPAL COURT OF THE CITY OF AUBURN  
STATE OF GEORGIA**

**ORDER ESTABLISHING PROCEDURES AND PROTOCOLS DURING THE COVID-19 PANDEMIC**

As a result of the existing viral pandemic, the Court hereby enters this order for the protection of court users and staff and for the prevention of further transmission of COVID-19. This order shall remain in effect until August 14, 2020, unless extended due to the spread of the virus.

1.

Upon entering the courthouse, all visitors will have his/her temperature taken with a non-touch thermometer. Entrance to court will be denied to all with a temperature of 100.4 degrees or higher. Such person shall be given contact information for a court official to have their session rescheduled.

2.

Prior to entering the courthouse, all visitors must assess their physical symptoms, if they have or if they have been around an individual who has traveled overseas, or if they have come into contact with an individual infected with the virus or a potentially infected individual in the last 14 days. If the person is at risk of transmitting the virus, they shall contact a court official to have their session rescheduled.

3.

Mask or face covering is required for all Auburn City staff entering/remaining in the courthouse. The mask or face covering must remain on at all times while the visitor is in the courthouse unless given permission to remove the mask by the judge or other staff member.

4.

Social distancing must be maintained at all times. Seating will be arranged and marked so that social distancing measures will be maintained at all times. If there is a line to enter courthouse, visitors will maintain social distancing.

5.

Hand sanitizer station will be located just inside the courtroom. Restrooms are in the lobby and visitors are encouraged to wash their hands frequently. Hard surfaces in the courtroom area will be wiped down before and after all court proceedings.

6.

Only parties, counsel and witnesses shall be allowed to enter the courtroom and adjacent area. If one anticipates that their case will require more people in attendance that can safely comply with social distancing requirements, then notify a court official sufficiently in advance of the hearing so that accommodations can be made.

7.

Exhibits shall be made in electronic format in advance of the hearing in order to maximize safety.

8.

Visitors are encouraged to leave all non-essential people at home, especially children, the elderly, and those suffering from underlying health conditions.

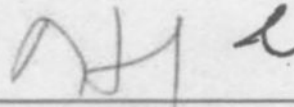
9.

The courthouse will remain open for the public during the scheduled court sessions, but visitors are encouraged to stay home and appear only if necessary.

10.

The Clerk of Court is direct to post this Order at the entrance to the courthouse and on the Court's website.

SO ORDERED this 22 day of June, 2020.

A handwritten signature in dark ink, appearing to read 'G. Hammond Law III', written over a horizontal line.

G. Hammond Law III  
Chief Judge  
Auburn Municipal Court